POSTAL OPERATIONS

FM 12-6 Chap 6&15

"A successful postal service for the armed forces is admittedly the greatest single factor affecting the morale of all troops....."

COL S G Schwartz
Theater Postal Officer
European Theater of Operations
29 Aug 45

Terminal Learning Objective

- **ACTION:** Manage postal operations
- **CONDITIONS:** Given an opportunity to manage postal operations and no resources.

- **STANDARDS:** IAW current Personnel doctrine, identify the following:
  - Responsibilities of key postal & non-postal activities
  - Flow of mail from a CONUS post office to a soldier in a theater of operations.
  - Special mail processing requirements
  - Key components of planning and executing postal support during a corps contingency operation

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Postal Operations Mission

To operate a network to process mail and provide postal services within a theater of operations

Levels of Postal Operations

CONUS   **GATEWAY**   **MMT**

MPSA   JMPA   POP

USPS

MACOM

CORPS/THTR   **DIV**   **BDE**
BN/CO

POP   PSP   *MDP   Clerk

PSP

Postal Services Platoon

- MISSION: provide direct mail service in an area of responsibility for up to 6,000 soldiers
- ORGANIZATION: 1/0/5/12
  - Platoon HQ
  - Mail processing/operation section
  - Postal finance section
- LOCATION:
  - PSB, BSA, METT-T

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Postal Services Platoon

- Provide accountable mail service

- Provide postal finance services

- Provide postal services to organizations

Postal Operations Platoon

- MISSION: provide general postal services for up to 36,000 soldiers
- ORGANIZATION: 1/0/5/12
  - Platoon HQ
  - Mail processing/operations section
  - Directory service section
- LOCATION:
  - Major theater mail reception points
  - METT-T to facilitate GS mission

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Postal Operations Platoon

- Receive mail at points of embarkation
- Direct EPW mail
- Provide central directory service for individuals and units
- Redirect casualty mail
- Direct/Redirect intra-theater mail
- Dispatch outgoing Mail

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Postal Company (HQ) Responsibilities

- Provide command and control of 2 to 6 postal platoons
- Provide policy and direction
- Provide liaison between operations platoons and services platoons
- Account for stamp stock, conduct audits, and remit funds

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PSB Resposibilities

- ◆ Provide command and control for postal companies
- ◆ Assist postal commanders with life support for postal platoons
- ◆ Incorporate postal HQ in deployment plans

Division G1 Responsibilities

- Overall staff responsibility for all mail (except official) for the division
- Serve as liaison between the division and the postal services platoon
- Spot check mail operations for standards of service
- Coordinate transportation of mail from postal services platoon to the MDP's

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Personnel Group Responsibilities

- Determine postal support requirements

- Request MACOM activation postal units

- Select Military Mail Terminal (MMT) locations

- Control postal operations in a contingency theater

- Coordinate w/Corps for transportation of mail from POP to PSP

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Theater PERSCOM

- Ensure operation of MMT

- Operate locator/redirect service

- Establish theater mail policies

- Provide unit mail routing information to JMPA

- Manages postal operations in a mature theater

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USPS Responsibilities

- Manage postal operations on CONUS installations

- Move mail to gateways

- Sort to nine digit address(APO + CAPO)

- Deliver retrograde mail within the US

Joint Military Postal Activity

- Act as single POC with USPS at gateways

- Coordinate mail routing scheme changes with Gateways

- Manage movement of mail from CONUS gateways to theater of operation

- Coordinate with the mail terminals or sea ports

Military Postal Service Agency

- The AG is the executive mail manager for MPSA

- Headed by an Army, Air Force, or Marine colonel or a Navy Captain

- Located in the Hoffman building in Alexandria, VA

- Oversees the New York and San Francisco JMPA commands

MPSA Responsibilities

- Establish policies and procedures for the Military Postal Service (MPS)

- Single DoD POC with USPS on policy and operations

- Activate contingency APO's

- Coordinate initial mail routing schemes with the Joint Military Postal Activity (JMPA)

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MACOM Responsibilities

The MACOM for postal operations is FORSCOM

- Coordinate RC activation
- Prepare a message to activate CAPOs for deploying units
- Sends the activation message to the MPSA
- Ensures RC units deploy at least P3 and S3

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Categories & Classes of Mail

- First Class and Priority: Move by air

- Space-available Mail (SAM): move by air

- Parcel airlift (PAL): move by air

- Military Official Mail (MOM): moved by air

- Second-class, third-class, and fourth-class mail: moved by surface transportation assets

Movement of Mail (CONUS)

◆ Mailbox to gateway
  – First class mail
    ✦ > 600 miles - flown
    ▫ < 600 miles - trucked
  – All other mail is trucked
◆ Gateway to MMT
  – 1st class and MOM - flown (US Flag carrier)
  – All other mail - shipped (US registered)

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Military Gateways/JMPA

Seattle

Chicago

New York

San Francisco

Washington

Jacksonville

Miami

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Military Address

- "APO" Army Post Office (facility)

- "MPO" Military Post Office (facility)

- "CAPO" Contingency Army Post Office (unit)

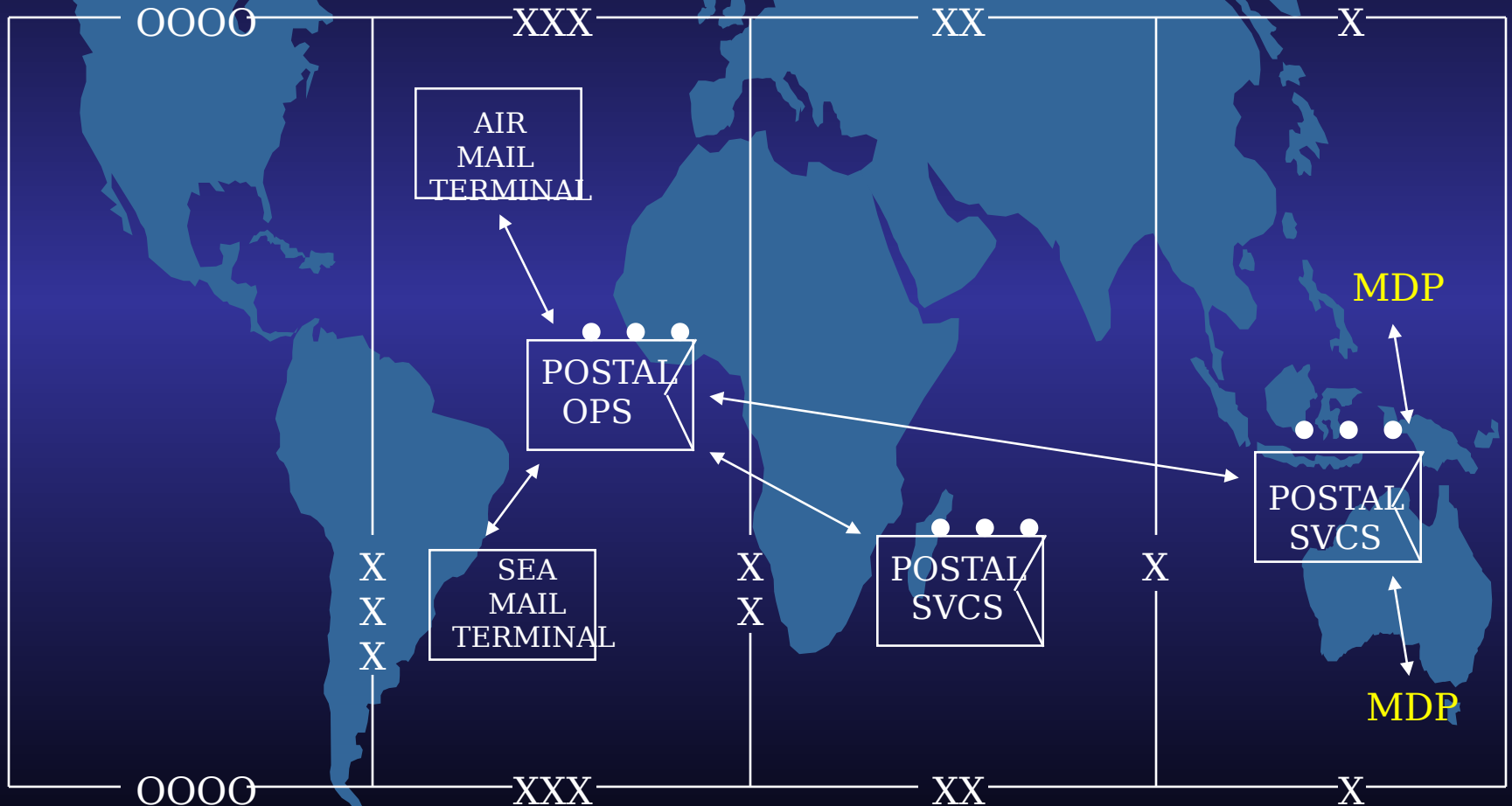- Above are used to sort mail to pinpoint locations

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Routing Scheme

- Key to a successful Postal operation

- Involves APO's, MPO's, and CAPO's

- Move mail from gateways to operations platoon to service platoon to brigades

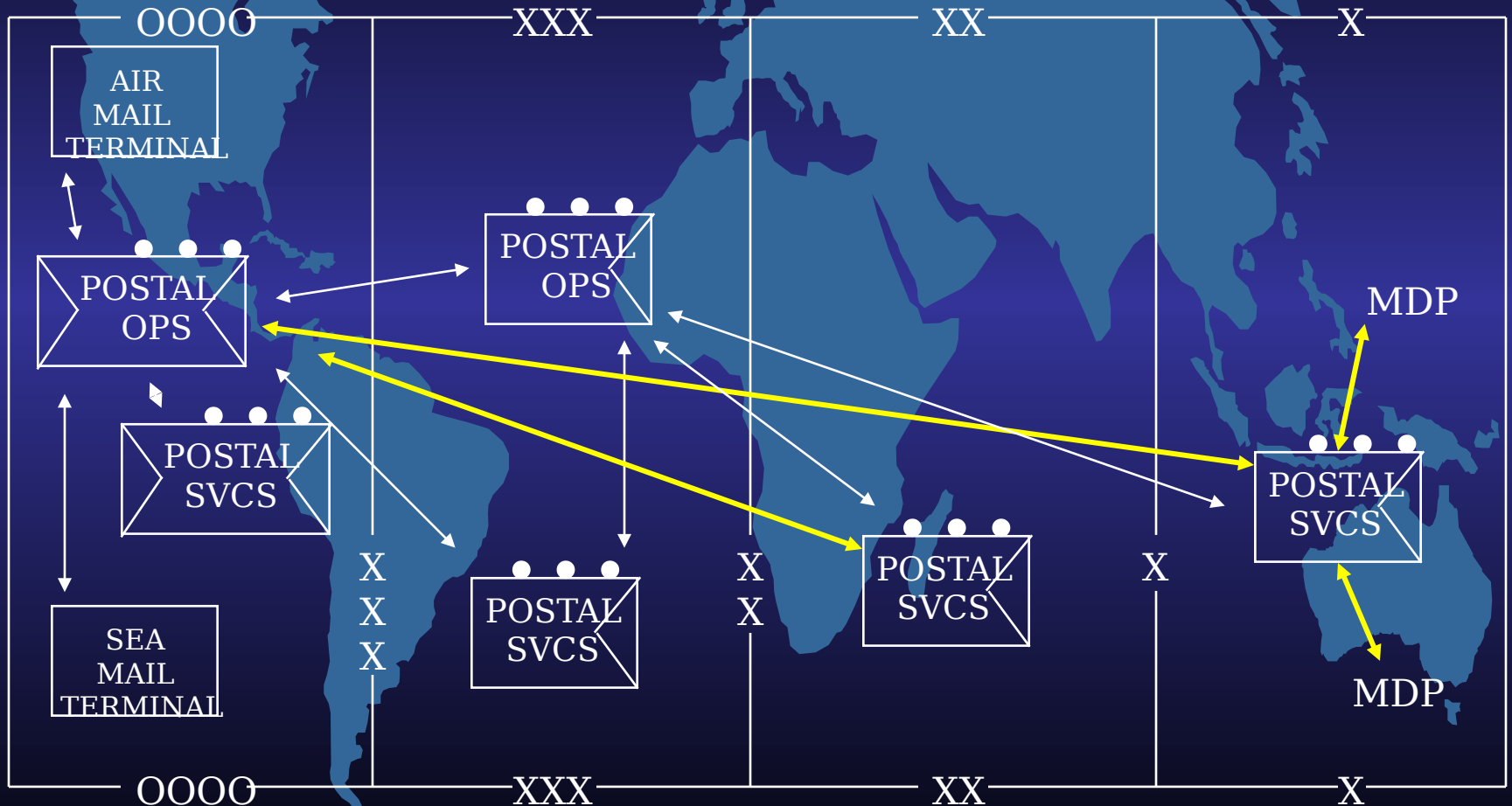- Effected by Task Force changes or changes to task organization

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Mail Priorities

- Applies to inbound and outbound (Retrograde)

- All official registered mail including classified up to secret

- All other accountable mail
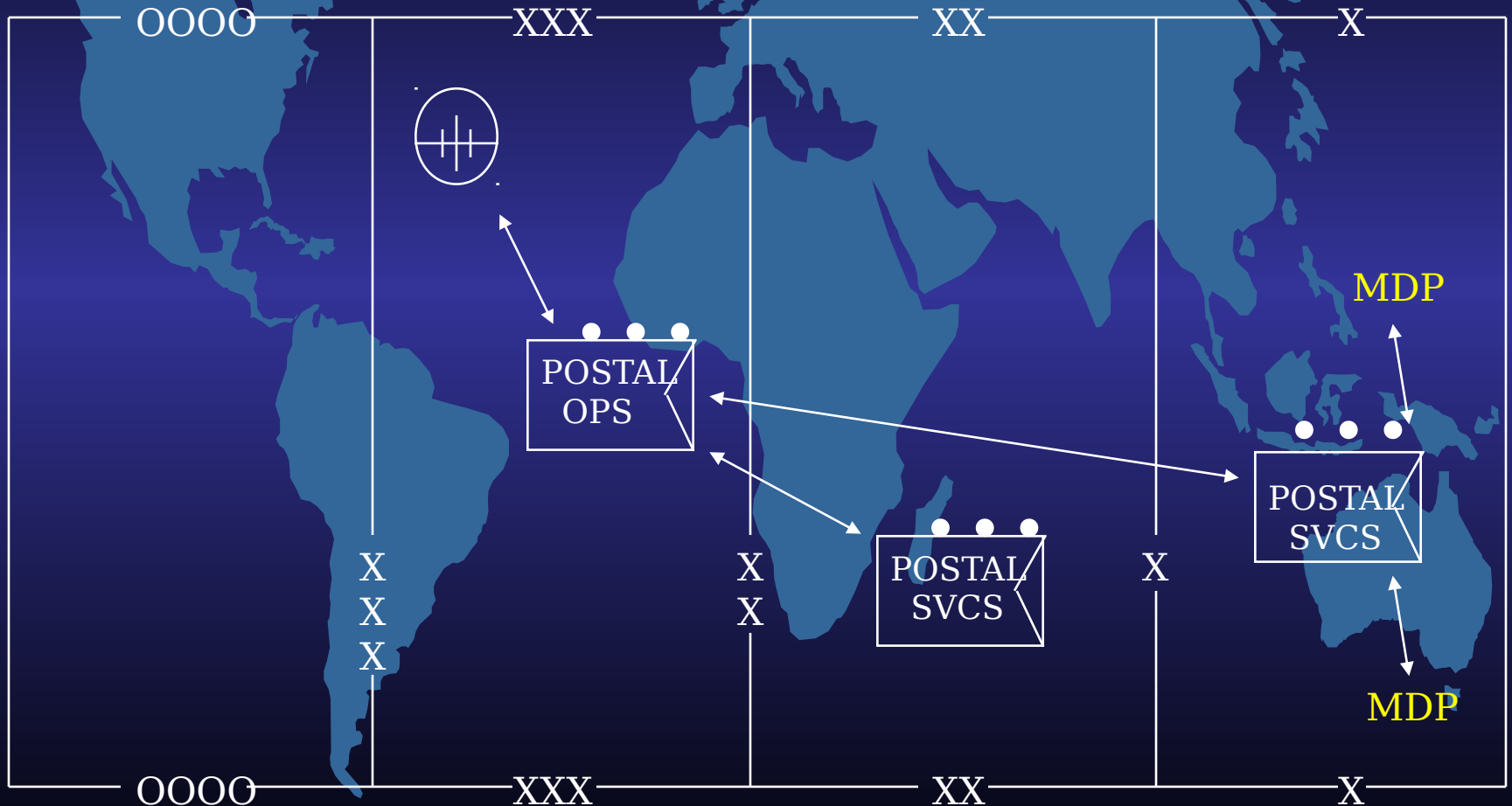
- All other mail

Postal Mail Flow (Lead Corps)
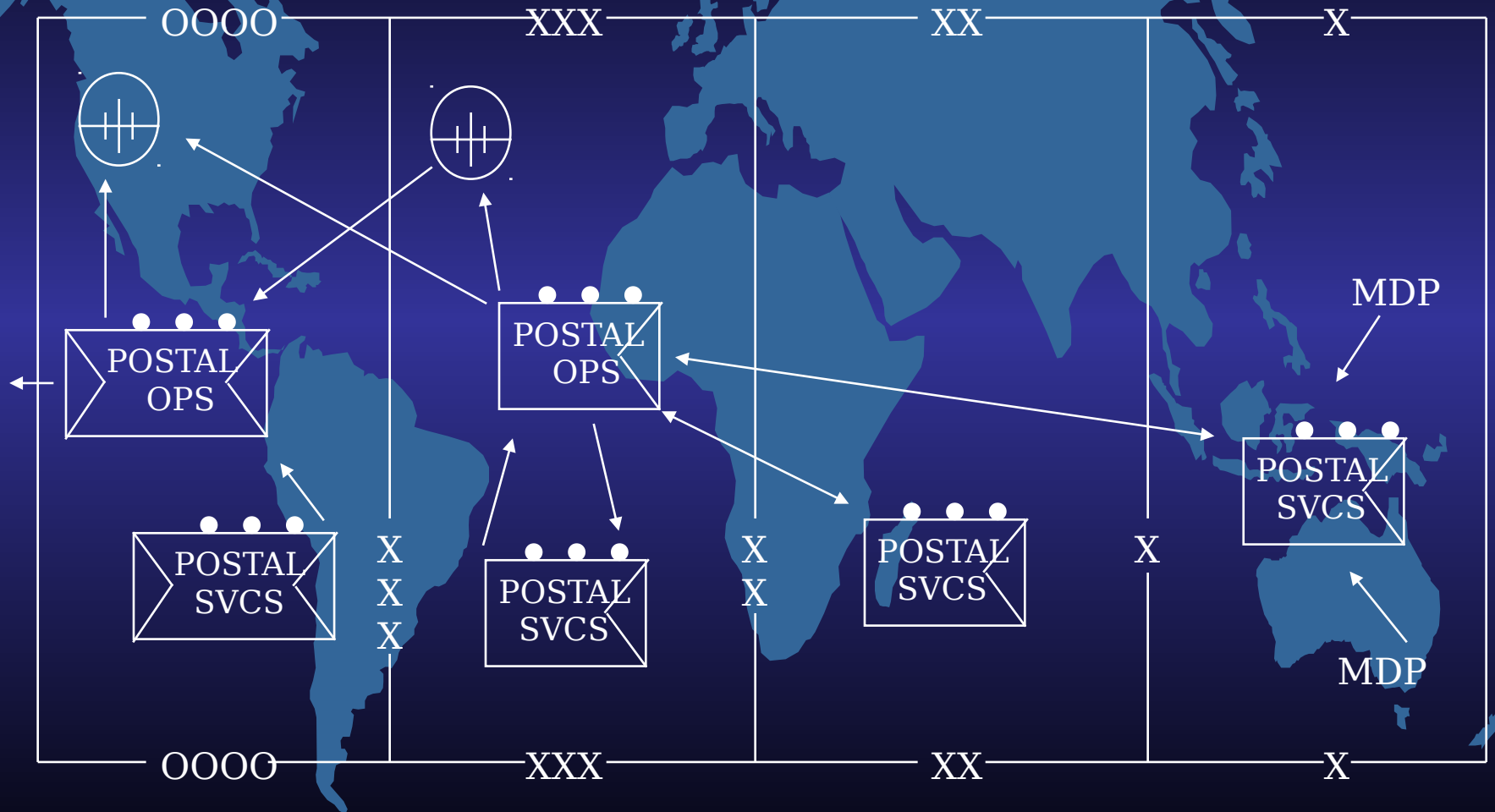

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Postal Mail Flow

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Casualty Mail

- SIDPERS/TAMMIS interface
- Bulk-packed by mail clerks
- Service platoon responsibilities
  - label "search", "hospital search", "patient
- Operations platoon responsibilities
- Key is a synchronized system between the units, postal units, PSB, Personnel Group, and PERSCOM to prevent the premature release of casualty information

Casualty Mail Flow (Lead Corps)

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Casualty Mail Flow

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Challenges

- Free mail

- Transportation

- Augmentation

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QUESTIONS?????

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